

## Northern Virginia Hospital's Local Human Rights Committee

Meeting Date: February 27, 2013

Location: Northern Virginia Mental Health Institute [NVMHI] Meeting Room

### **MINUTES:**

<b><u>Members</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Bruce Fenchel	X	
Mladena Vucetic	X	
Mike Hovan	X	

**Advocates Present** –Tim Simmons, Human Rights Advocate (Excused)

### **Providers Present**

Inova Fairfax Hospital- No	Virginia Hospital Center - No
Inova CATS- No	Inova Mt. Vernon – No
NVMHI – No	Dominion Hospital- Don Kniffen
WBH- No	Prince William Hospital CPAT-No

### **Call to Order:**

Mr. Fenchel called the meeting to order at 7:09 PM.

**Assignment of Scribe:** Don Kniffen

### **Introductions:**

All persons present introduced themselves.

**Agenda:** Approved at 7:11 p.m.

### **Approve Minutes:**

The minutes from the January 23, 2012 were approved at 7:13 p.m.

### **Announcements:**

Tim Simmons reported that the CHRIS reporting system will be rolled out in 2 phases.

Phase 1 will include CSBs and providers who deal with intellectual disabilities. This implementation is scheduled for March 2013.

Phase 2 will include all other providers and is scheduled for the beginning of the 3<sup>rd</sup> quarter 2013.

There will be notices sent to providers regarding the roll out dates and trainings provided through webinars and live sessions.

The electronic process will follow the current process with providers opening complaints in the system, providing updates and closing complaints. The exception will be that only the assigned Human Rights Advocate can close an abuse, neglect, or exploitation allegation case. Additionally the Human Rights Advocate can also reopen any case.

Cases requiring LHRC or SHRC hearing can only be closed after that step occurs.

Finally, quarterly and annual reports will be able to be generated from the CHRIS system.

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Tim Simmons requested that time be allotted on the next meeting's agenda to provide FOIA training for the committee.

### **Public Comments:**

None

### **Standing Reports:**

- Advocate's report: None
- Affiliate Hospital Reports:
  1. Dominion Hospital: Don Kniffen
  2. VA Hospital Center – No Report

### **Old Business:**

None

### **New Business:**

None

### **Executive Session:**

The committee went into executive session to discuss an ECT case at 8:00 PM. Executive session was exited at 8:16. The committee approved the request for ECTs..

### **Adjournment:**

The meeting was adjourned at 8:18 PM.

The next LHRC meeting is Wednesday, March 27, 2013 at 7:00 PM

## Northern Virginia Hospital's Local Human Rights Committee

### Provider Scribe Schedule

2012 Schedule	Minutes Scribe	Provider Quarterly Report
Feb. 27	Va. Hospital Center	Dominion Va. Hospital Center
Mar. 27	Inova Fairfax	Inova Fairfax NVMHI Inova Mt. Vernon
Apr. 24	WBH	WBH CATS PW Hospital
May	Dominion	Dominion Va. Hospital Center
Jun.	Inova Mt. Vernon	Inova Fairfax NVMHI Inova Mt. Vernon
Jul.	PW Hospital	WBH CATS PW Hospital
Aug.	Va. Hospital Center	Dominion Va. Hospital Center
Sep.	Inova Fairfax	Inova Fairfax NVMHI Inova Mt. Vernon
Oct.	CATS	WBH CATS PW Hospital

### Contact List

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